

(CLASSIFICATION)

DD/S 63 094

OFFICE OF THE DIRECTOR

63-1911

Action Memorandum No. 130

Date 18 March 1963

TO : Director of Communications

VIA : Deputy Director (Support)

SUBJECT : Delinquent Fitness Reports

REFERENCE:

1. You are aware of my interest in the quality of fitness reporting in the Agency and can appreciate, I am sure, that timeliness is a critical consideration. You should be concerned, as I am, that there remain outstanding 14 reports, due before the end of 1962, for which you are responsible.

2. Please advise me by 18 March what action you have taken to remove these delinquencies.

(Signed) Marshall S. Carter  
Marshall S. Carter  
Lieutenant General, USA  
Deputy Director

Distribution:

Original - Addressee

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OP/POD [ ] 5 March 1963

SUSPENSE DATE: 5 March 1963

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